Essentials of Contract Law & Management for Business Professionals

by SNEF Corporate Learning Centre and Kinexus Legal LLC



Why this training

- The first part of the training focuses on the practical aspect of **contract management** by doing a deep dive into the role and function of the effective contract manager and the key elements of the contract itself. Attendees will receive practical tips on best practices in contract management, from assessing the transaction, to reviewing and marking up, to finalizing the contract. Attendees will also be taught effective review and drafting techniques that they can use immediately in their daily work, including helpful wordings that can be used to strengthen or make clauses more (or, intentionally, less) precise in the contract. The training will then explore various contract types (including pre-contract) and examine individual key components and clauses of common contracts. This is intended to enhance professionals' practical and commercial ability to confidently navigate contract management and negotiations with counterparties. The outcome is ultimately risk mitigation for the organisation.

- The second part of the training focuses on equipping participants with a foundation in **contract law**. Attendees will learn about the core legal principles underlying business agreements. This includes formation of contract, variation, express/implied terms, frustration, breach, termination, remedies, misrepresentation, etc. In doing so, participants will look practically into common law doctrines, statutes, and real-world cases where businesses have encountered legal issues. The training equips business professionals to strengthen their contract law basics, identify potential legal issues and pitfalls, and navigate contractual relationships as well as collaborate effectively with legal counsel to minimise risks in commercial transactions.

Touchpoints Darren (Mr) DID 6827 6930 / Training Hotline 6827 6927 darren_lim@snef.org.sg | trg@snef.org.sg

Target Audience

Professionals responsible for contract management, negotiation, and oversight of commercial agreements with counterparties

Key Takeaways

1. Contract management

- Introduction to contracts
- The contract manager role
- Different contract types
- Effective review & mark-up techniques and useful drafting 'tools'
- Key elements making up a contract
- Key clauses in each element of contract
- Case examples

2. **Contract law**

- Formation of Contract
- Terms of the Contract
- Vitiating factors (covered at high-level only)
- Terminating the Contract
- Remedies for breach (covered at high-level only)
- Dispute resolution

For the exact coverage of the above takeaways, kindly contact us and we will gladly share it with you.

Methodology

The session will be delivered through interactive classroom teaching, combining real-world cases, discussions and collaborative problem-solving. Participants will examine cases from the news, share experiences and challenges in small group discussions, and respond to customised case studies.

Trainer: Alvin Tan Yong Joon

- As a lawyer, he has had years of practical experience advising on a wide spectrum of legal issues, including on Employment law. As a legal training specialist, he is one of few lawyers who provides dedicated legal training services to corporates. He has also trained employees at all levels from personnel on the ground to the board level.
- He is also one of few lawyers who is AITP-certified (Legal Sector), which means he is a certified adult educator for the legal industry.
- He is also Adjunct Lecturer at the SMU Lee Kong Chian School of Business and Associate Lecturer at the SMU Academy. He has received the highly competitive 'Outstanding Adjunct Award' by SMU, acknowledging his impact in effective industry knowledge transfer via classroom training. His courses at the SMU Academy have consistently received ratings ranked amongst the top.

Schedule | Venue | Fees

TBA, 9am-5pm | SNEF @ Paya Lebar Square
SNEF Member/Non-member: $708.50 after 9% GST

Register today to strengthen your understanding of contract management and contract law through practical learning, real-world case discussions, and expert guidance!



Click/Scan here to download our Excel registration form

Touchpoints Darren (Mr) DID 6827 6930 / Training Hotline 6827 6927 darren_lim@snef.org.sg | trg@snef.org.sg